

*Professional Development Institute
American Society of Military
Comptrollers
225 Reinekers Lane
Suite 250
Alexandria, VA 22314-2875*

Non-profit
Organization
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PDI 2000

***RING IN THE
NEW MILLENNIUM***

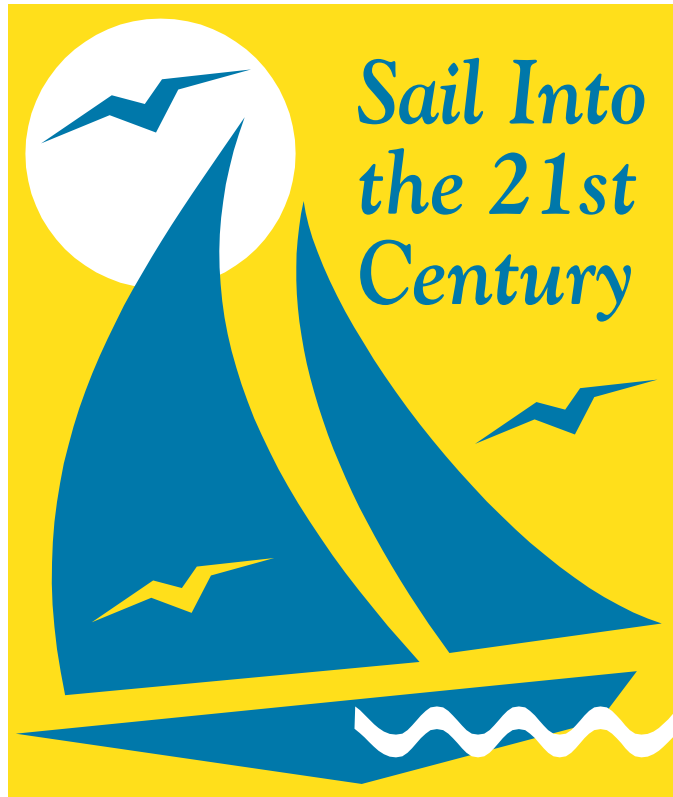


***May 30-June 2
Philadelphia, Pennsylvania***

AMERICAN SOCIETY OF

MILITARY COMPTROLLERS

Come Join Us in San Diego, California



PDI '99

*Hosted by
San Diego Chapter*

June 1-4, 1999

1999 PROFESSIONAL DEVELOPMENT INSTITUTE



COMPTROLLER

UNDER SECRETARY OF DEFENSE
1100 DEFENSE PENTAGON
WASHINGTON, DC 20301-1100

JAN 7 1999



MEMORANDUM FOR DIRECTOR, ADMINISTRATION AND MANAGEMENT
DIRECTORS OF THE DEFENSE AGENCIES
ASSISTANT SECRETARY OF THE ARMY (FINANCIAL
MANAGEMENT AND COMPTROLLER)
SENIOR CIVILIAN OFFICIAL, ASSISTANT SECRETARY
OF THE NAVY (FINANCIAL MANAGEMENT AND
COMPTROLLER)
ASSISTANT SECRETARY OF THE AIR FORCE
(FINANCIAL MANAGEMENT AND COMPTROLLER)

SUBJECT: Professional Development of Comptroller Personnel

Our financial community is in the midst of a major reform in financial management policies, procedures, operations and systems, with the goal of producing financial statements that receive unqualified audit opinions. This effort has been focussed primarily on two structural defects; a broad decentralization of operations, and an unmanageable number of financial systems. To address the first problem, financial management operations have been consolidated into the Defense Finance and Accounting Service. With regard to the second problem, the Department has embarked on a major effort to streamline the number of finance and accounting systems, working down from 327 different systems in place in 1991, toward a goal of 32 by 2003. With these two efforts well underway, the Department is driving to meet the goal of producing accurate financial statements that receive favorable audit opinions.

Continuing this progress, however, will require the hard work and support of our highly competent financial management professionals. For our people to continue meeting the many challenges resulting from financial management reform, we must be committed to their continuous professional development. To that end, we should encourage our financial management personnel to participate in professional development activities, such as the American Society of Military Comptrollers, Association of Government Accountants, and the educational activities of the Joint Financial Management Improvement Program. Such organizations can enable our people to increase their knowledge and skills, and stay current on fast-breaking issues. Professional organizations offer an excellent opportunity for employees to receive up-to-date training on current issues. Participation in activities of professional organizations and in training and development programs enhances the professionalism of the comptroller work force and prepares us to meet present and future challenges. I strongly endorse participation, at all ranks and grades, in these activities.


William J. Lynn



Tuesday, June 1

1000-2000	Registration Open
1000-1600	Health Fair
1000-1530	Various Special Events (Optional)
1400-1645	Certification Training
1600-1800	5K/2M Fun Run/Walk
1900-2100	Icebreaker

Wednesday, June 2 (Service Day)

0645-0800	Continental Breakfast
0700-1700	Registration Open
0800-0915	Opening Session
0915-0930	Break
0930-1130	Service Workshops
1130-1145	Break
1145-1330	Luncheon Sessions
1330-1345	Break
1345-1645	Service Workshops
1645-1830	Open Time
1830-2300	Welcome Reception



Thursday, June 3

All daytime events will be held in the Convention Center.

0645-0800	Continental Breakfast
0700-0800	Chapter Informational Roundtables
0800-0900	General Session
0900-0915	Break
0915-1030	Workshops/Mini-Courses
1030-1045	Break
1045-1200	Workshops/Mini-Courses
1200-1345	Luncheon Session
1345-1400	Break
1400-1515	Workshops/Mini-Courses
1515-1530	Break
1530-1645	Workshops/Mini-Courses
1645-1900	Open Time
1900-2300	Chapter Fair

Friday, June 4

All daytime events will be held in the Convention Center.

0645-0800	Continental Breakfast
0700-0800	Chapter Informational Roundtables
0800-0900	General Session
0900-0915	Break
0915-1030	Workshops/Mini-Courses
1030-1045	Break
1045-1200	Workshops/Mini-Courses
1200-1345	Luncheon Session
1345-1400	Break
1400-1515	Workshops/Mini-Courses
1515-1530	Break
1530-1645	Workshops/Mini-Courses
1645-1830	Open Time
1830-1900	Reception
1900-2200	Closing Banquet

General Information

The San Diego Chapter of the American Society of Military Comptrollers (ASMC) is host to the 1999 Professional Development Institute - PDI 99 in San Diego, California on June 1 - 4, 1999.

DoD Event Approval

The Department of Defense finds this event meets the minimum regulatory standards for attendance by DoD employees. This finding does not constitute blanket approval or endorsement for attendance. Individual DoD component commands or organizations are responsible for approving attendance of it DoD employees based on mission requirements and DoD regulations.

PDI '99 Program

The PDI program objective is to enhance skills and abilities that personnel in the financial and resource management community must possess to meet the challenges of working in the 21st century. June 1 is travel and registration day, with a few special events taking place throughout the day. June 2 is Service Day for the Army, Air Force, Navy, Defense Finance and Accounting Service (DFAS), Defense Agencies and the Coast Guard. Workshops and mini-courses will be presented on June 3 and June 4.

How to Register for PDI '99!

1 **Get your room!**

We have picked 12 wonderful hotels that are being offered at discount rates. These hotels and their rates are listed on page 10. The San Diego per diem rate is \$89 for hotel lodging and \$46 for M&I. (NOTE: Taxes are not included in the 1999 base per diem rate. Taxes will be paid separately from the room rate based on the actual tax expense incurred by the traveler). After you have decided on your top picks, fill out the form located on page 11 and submit it to the address listed. Reservations are accepted online.

2 **Pick your education sessions!**

Listed on pages 19-28 are the descriptions of the various workshops and mini-courses. Choose a primary and alternate session for each time slot, using the matrix on page 14.

3 **Complete your registration form!**

Please complete the registration form on page 29 in its entirety. Every attempt will be made to schedule your primary selection; however, if the primary reaches capacity or is canceled, the alternate will be scheduled. **The completed registration form must be submitted with full payment by check made payable to Registration Headquarters or by credit card. A DD form 1556 without payment will not be accepted.**

Send registration form and payment to:

**Registration Headquarters,
PO Box 51270, Irvine, CA 92619-2170
If paying by credit card, you may fax to:
(949) 475-1765**

4 **Register for special events!**

San Diego is a wonderful tourist destination and several events have been planned for you and/or your guests. Fill out the form on page 9 to register for these special events.

5 **Plan your transportation!**

We have listed on page 6 information regarding travel by military air, commercial air and car. Rental car discounts are available to ASMC members with the group numbers located on your membership card and page 6.

6 **Inform us of any changes to your plans!**

We know that even the best made plans sometime go awry. If you need to make changes to your registration, housing or special event plans, please follow the directions on the forms. Please keep in mind that late cancellations may result in a fee, so be sure to notify us as soon as your plans change.



Online Registration

Registration for the PDI and PDI housing is available at <http://web.nps.navy.mil/~asmc>

Hospitality

Need more information once you arrive in “America’s Finest City”, San Diego, California? Hospitality tables will be available for information at each of the three terminals in the San Diego International Airport baggage areas. Information areas will also be located at the designated convention hotels on Tuesday, June 1 and Wednesday, June 2.

Community Service

ASMC is honored to announce that Fresh Start Surgical Gifts, Inc. has been chosen as PDI 99’s charitable cause. There will be a donation drive to raise funds to help children who are in need of corrective, reconstructive surgical procedures. Although doctors and medical staff donate their time and services and facilities are provided at no cost, there are other costs not covered and require your generous donation, such as medical supplies, pharmaceuticals, laboratory fees, associated patient travel expenses, and other care needs. While Sailing into the 21st Century, your charitable/tax deductible contributions can give a child a “Fresh Start” for the new millennium.

Health Fair

The primary focus for this year’s Health Fair will be Women’s Health issues. The San Diego Bloodmobile will be on hand to conduct a blood drive. Local medical facilities, government and non-government, will be conducting spinal checks, blood pressure testing, health screening, etc.

Also, there will be the opportunity to tour a hospital ship, USNS Mercy, Tuesday afternoon. Two tours, approximately 45 minutes in length, will be conducted beginning at 1300 pm. Each tour group will be limited to 40 people. The tour will show attendees what facilities are available to care for the sick and wounded during disasters, wars, humanitarian relief or limited humanitarian care and what takes place during peacetime.

End the health fair with a 5K/2M run/walk along the waterfront of San Diego. The run/walk will begin at 1600 pm and last until approximately 1800 pm.

To register for these tours or the 5K/2M run/walk, contact:

Bruce McGalliard (619) 532-1001/DSN 522-1001

E-Mail: bmcgalliard@cnbsd.navy.mil

or **Salvador Hernandez** (619) 532-7282/DSN 522-7282

E-Mail: shernandez@nmcsd.med.navy.mil

What is Fresh Start Surgical Gifts, Inc.?

Fresh Start Surgical Gifts, Inc., a non-profit organization, provides and facilitates corrective, reconstructive surgery primarily to children who suffer from physical deformities caused by birth defects, accidents, abuse or disease. Patients come from all over the United States and abroad. Their vision is to build a community of volunteers committed to seeing that every child with a physical deformity is given the opportunity to have a positive self image. For more information, visit the Fresh Start website at www.fssg.org or Evelyn Roll at (619)524-7084 or DSN 524.

Evening Events



ICEBREAKER - Tuesday, June 1

Tuesday is the opening icebreaker for interacting with old friends and making new friends. The fun begins at 1900 pm. The icebreaker will be held at the San Diego Marriott Hotel and Marina located next to the Convention Center.

Welcome Reception - Wednesday, June 2

Join us for a "California Dreaming" evening under the sail at the San Diego Convention Center. Experience sea, sand, and stars while sampling some of San Diego's finest cuisine. Enjoy the evening dancing to the music of a surf band.

Chapter Fair - Thursday, June 3

Chapters will display and share their accomplishments and provide more games and entertainment. This year's theme is "Anchors Aweigh". A variety of concessions will be available for purchase.

Banquet — Friday, June 4

"Sail into the Sunset" and end your PDI experience in style at the annual PDI Banquet. The banquet will feature the presentation of our highest awards and the retiring of the colors. The event will be optional formal dress.

Proper Attire

Average climate for early summer is 65 to 75 degrees. It is advisable to bring a light sweater or jacket for the evening activities.

As ambassadors of the military services and government organizations, military and civilian personnel and their spouses should plan appropriate dress for the PDI.

<u>Event Participants</u>	<u>Daytime Event Attire</u>	<u>Friday Banquet Attire</u>
Air Force	Blue Short Sleeve	Mess Dress
Army	Green Short Sleeve	Mess Dress
Coast Guard	Tropical Blue	Dinner Dress White
Navy	Summer White	Dinner Dress White
Marine Corps	Service Dress Charlie	Evening Dress
Civilian/guests	Business Attire	Black Tie Optional

Transportation



Further information will be mailed to each Chapter President in the coming months. Questions regarding transportation can be directed to the points of contact listed on page 12.

Commercial Air Travel

San Diego International Airport is the most convenient airport for the San Diego area. The airport is approximately 10 minutes from the Convention Center and the downtown area. Car rental is offered at the airport from most major agencies. Taxi service and shuttle service is also available from the airport to the downtown area.

Rental Car Discounts

(for ASMC members)

ALAMO BY 93945
HERTZ CDP ID#71795
NATIONAL Recap No. 5134033

Military Air Travel

Chapters using Mil Air should schedule flights to arrive at Naval Air Station, North Island, on Tuesday, June 1, 1999. Return flights should be scheduled for Saturday, June 5, 1999. Flight schedulers should attempt to schedule mil air flights to arrive between 0800 - 1600. Bus transportation will be provided from NAS North Island to the PDI hotels on 1 June and from the hotels to the base on 5 June. This service will not be provided from the commercial airports or other military air fields.

Daily Shuttle Service

Daily shuttles will transport attendees from many of the PDI hotels to the Convention Center for PDI activities. These hotels are indicated on page 10.



Monday, May 31, 1999:

Behind the Scenes Zoo Tour:

You belong in the World Famous San Diego Zoo!! See the San Diego Zoo the way everyone wishes they could - from behind the scenes. This inside story tour gives guests an exclusive, two-hour experience filled with information that you couldn't get anywhere else. This behind the scenes tour will include sites such as: the giraffe barn, the forage warehouse, the Galapagos Tortoise yard, the elephant barn, and the rhino barn. Afterwards you will have time to the Zoo yourself.

PRICE: **\$43.00 per person**
 \$33.00 Children ages 3 - 11
 Children under 3 Free

TIME: **12:30 pm - 5:00 pm**

Tijuana Shopping and Lunch:

The international border at Tijuana, Mexico is a mere 15 miles south of downtown. Tijuana is noted for the contrasting colors of the markets; the smell of freshly baked tortillas; and, of course a favorite of all sightseers, the bargaining for handicrafts and Mexican souvenirs. After shopping the group will dine at one of Tijuana's superb restaurants, La Escondida. This beautiful restaurant is home of the Tequila Sauza family. So make a day of it, and visit old Mexico for an all-new experience!

PRICE: **\$45.00 per person**

TIME: **9:00 am - 3:00 pm**

IMPORTANT! U.S. Citizens can enter Mexico for 72 hours or less without a passport or visa (however, they will need still need to show driver's license or other ID). International guests need to show the same documentation they used to enter the U.S.

PURCHASES: U.S. Customs allows visitors to Mexico to bring back \$400.00 worth of purchases, including one (1) liter of alcohol per adult.

Tuesday, June 1, 1999:

San Diego City Tour and Harbor Cruise:

This informative journey through America's finest city will take you through La Jolla - "the jewel", an apt description of this charming village with its many upscale boutiques, fine restaurants, art galleries, and charm of a Mediterranean isle. Next you'll drive to picturesque "Old Town" the first European settlement in California, then on to Balboa Park with its many museums and galleries housed in buildings of Spanish-Moorish architecture. Your tour will also include the scenic San Diego waterfront and the Gaslamp Quarter. Then sit back and enjoy a one-hour fully narrated tour on San Diego Bay aboard a Harbor Excursions boat.

PRICE: **\$29.00/per person**

TIME: **1:00 pm - 5:00 pm**



TOP: La Jolla coastline
 Photo courtesy of San Diego
 Convention & Visitor's Bureau



LEFT:
Stately California Tower,
Balboa Park

Photo: James Blank/San Diego
 Convention & Visitor's Bureau

Optional Events



Wednesday, June 2, 1999:

Tijuana Shopping and Lunch:

We are please to announce that the Tijuana Shopping and Lunch Tour will be offered once again. Please find the description and price under Monday's events.

Thursday, June 3, 1999:

Indian Gaming and Shopping:

Las Vegas isn't the only place to enjoy gambling anymore. In San Diego, the Indian Tribes living on Indian Reservations have casinos open for all to visit and play. After "hitting it big" you'll have time to visit the large Viejas outlet shopping center. **Please note, lunch is not provided, however, there are many places in the casinos and shopping center for a quick bit to eat.*

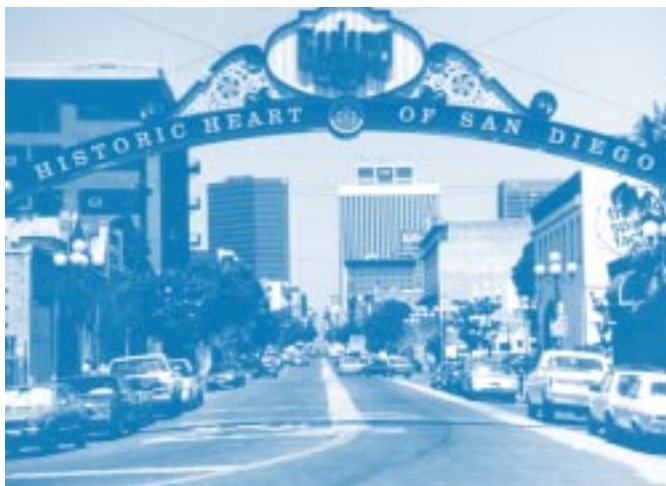
PRICE: \$12.00/per person

TIME: 11:00 am - 3:00 pm

Behind the Scenes Zoo Tour:

Due to the popularity of this World Famous Zoo, we are pleased to announce this tour will be offered twice. Please see the description and price under Monday's events.

TIME: 8:30 am - 1:00 pm



Gaslamp Quarter District

Photo: Bob Yarborough/San Diego CVB

Friday, June 4, 1999:

Temecula Valley Winery Tour:

Just north of San Diego County, nestled in the Rainbow Gap, is the beautiful wine-producing region of Temecula Valley. Home to more than twenty wineries, Temecula Valley has produced numerous award-winning champagnes and wines. Your visit in Temecula Valley will include a tour of Thornton Winery with a private guide who will introduce you to the centuries-old tradition of wine making. The tour will conclude with a tasting of two Thornton wines or champagnes. Then it's off to Callaway for more fine wines and a tour of that fine establishment.

PRICE: \$45.00/per person

TIME: 10:00 am - 4:00 pm

Note: It is approximately a 1-hour drive to Temecula Valley.



Folklorico Dancers

Photo courtesy of San Diego Convention & Visitor's Bureau





Optional Events Registration

Name _____ Date _____

Address _____

Commercial Phone Number _____

Tour Selection(s)

	<i># of People</i>	<i>Price</i>	<i>Total</i>
Monday			
<i>Behind the Scenes Zoo Tour</i>	_____	\$43.00	\$_____
	_____	\$33.00 <small>(Kids 3-11 yrs.)</small>	\$_____
<i>Tijuana Shopping & Lunch</i>	_____	\$45.00	\$_____
Tuesday			
<i>San Diego City Tour & Harbor Cruise</i>	_____	\$29.00	\$_____
Wednesday			
<i>Tijuana Shopping & Lunch</i>	_____	\$45.00	\$_____
Thursday			
<i>Indian Gaming & Shopping</i>	_____	\$12.00	\$_____
<i>Behind the Scenes Zoo Tour</i>	_____	\$43.00	\$_____
	_____	\$33.00 <small>(Kids 3-11 yrs.)</small>	\$_____
Friday			
<i>Temecula Valley Winery Tour</i>	_____	\$45.00	\$_____

TOTAL AMOUNT: \$_____

Method of Payment

Credit Card ☐ Master Card or ☐ Visa ONLY!

Credit Card Number _____

Expiration Date _____ Signature _____

☐ **Check** - Make check payable to (US Funds only): The Event Team

Please return this form with payment no later than April 30, 1999 to:

The Event Team

FAX: (619) 231-8074

432 F Street, Suite 507

San Diego, CA 92101

Tickets for Monday's events will be mailed to the attendee. All other tickets must be picked up on-site.

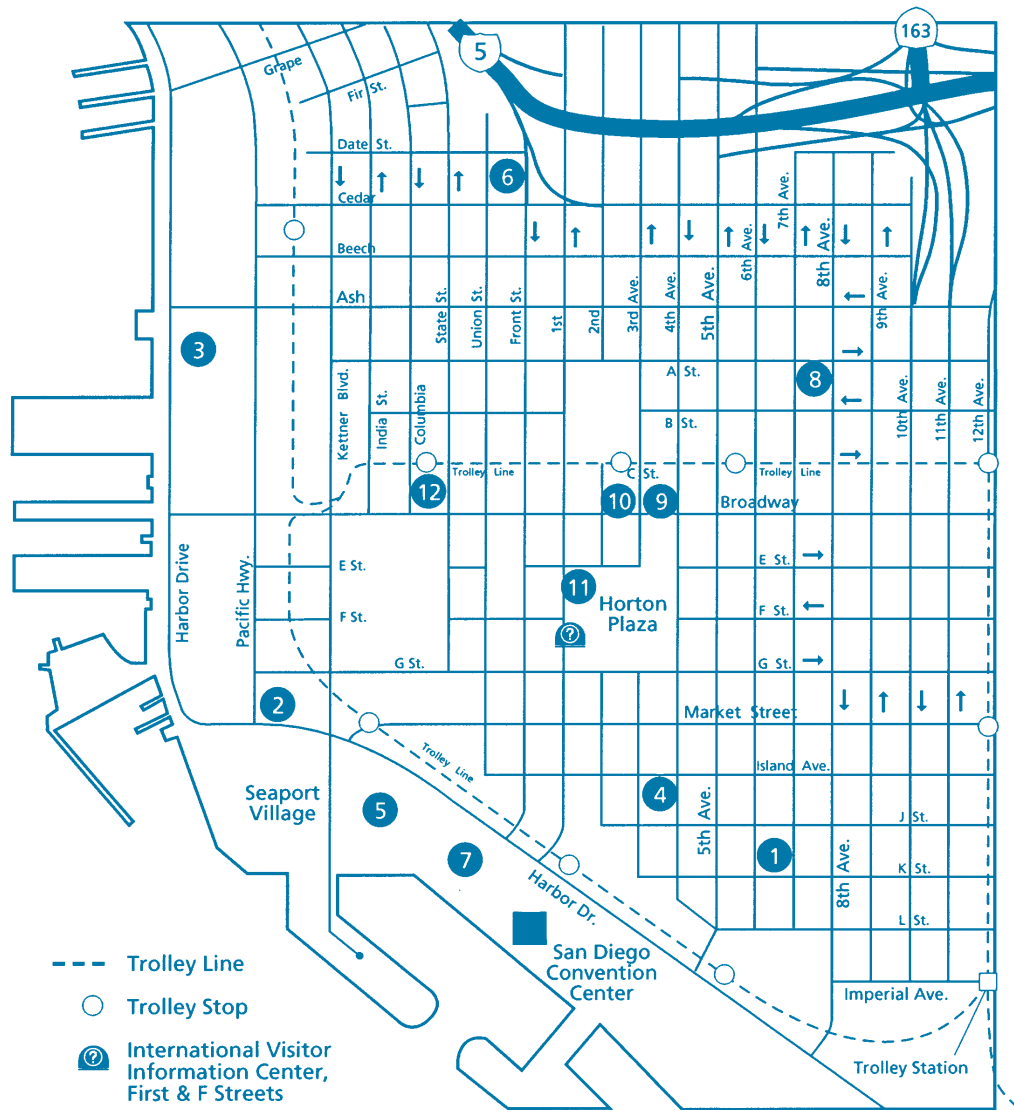
An optional events booth will be located in the registration area of the convention center on Tuesday, 10:00 - 5:00 and on Wednesday, 7:00 - 5:00.

Cancellations:

To cancel a reservation, please do so in writing by Friday, April 30, 1999.

Please fax cancellation to (619) 231-8074.

Accommodations



- | | |
|-----------|---|
| 1 | <i>Clarion Hotel Bay View</i> |
| 2 | <i>Embassy Suites San Diego Bay</i> |
| 3 | <i>Holiday Inn on the Bay</i> |
| 4 | <i>Horton Grand Hotel</i> |
| 5 | <i>Hyatt Regency San Diego</i> |
| 6 | <i>Radisson Hotel Harbor View</i> |
| 7 | <i>San Diego Marriott Hotel & Marina</i> |
| 8 | <i>San Diego Marriott Suites Downtown</i> |
| 9 | <i>U.S. Grant Hotel</i> |
| 10 | <i>The Westgate Hotel</i> |
| 11 | <i>Westin Horton Plaza San Diego</i> |
| 12 | <i>Wyndham Emerald Plaza San Diego</i> |

\$98 Single
\$113 Double
\$117 Single/Double
\$106 Single/Double
\$110 Single/Double
\$124 Single/Double
\$93 Single/Double
\$102 Single/Double
\$96 Single
\$111 Double
\$97 Single/Double
\$106 Single/Double
\$102 Single/Double
\$106 Single
\$116 Double



Hotel Selection

(Please indicate your 1st, 2nd, and 3rd choices)

HOTEL NAME	Single	Double
_____ San Diego Marriott Hotel	102	102
_____ Hyatt Regency	124	124
_____ Clarion Hotel	98	113
_____ *Embassy Suites Hotel	117	117
_____ *U.S. Grant Hotel	97	97
_____ *The Westgate Hotel	106	106
_____ *The Westin Horton Plaza	102	102
_____ *Wyndham Emerald	106	116
_____ *Holiday Inn on the Bay	106	106
_____ *Radisson Harbor View	93	93
_____ *Horton Grand	110	110
_____ *Marriott Suites	96	111

*Shuttle Service will be provided to and from the Convention Center from these hotels. All others are within walking distance.

If your choice of hotels is not available would you prefer: ☐ Location or ☐ Rate

■ **Deposit:** Please complete this reservation form and mail or fax to the San Diego Housing Bureau. A first night's deposit is required to hold your reservation. Purchase orders will not be accepted.

■ **Acknowledgements:** You will receive acknowledgment of your reservation(s) from the San Diego Housing Bureau only. You will not receive confirmation from your assigned hotel.

■ **Cancellation/changes:** For changes or cancellations prior to May 1, 1999 contact the San Diego Housing Bureau in writing. After May 1, 1999, contact your assigned hotel directly. A cancellation refund will not be issued if made less than seven (7) days prior to the arrival date.

■ Quoted rates do not include a 10.5% occupancy tax.

Mail acknowledgements to:

Name _____

Address _____

City/State/Zip _____

Commercial Phone/Fax _____

Credit Card Number _____

Type: ☐ AX ☐ MC ☐ VISA ☐ Diners ☐ Discover

Name as it appears on card _____

Expiration Date _____ Signature _____

Room Specifications:

Name of Occupants _____ Arrival Date _____ Departure Date _____

_____ ☐ Single ☐ Triple ☐ Suite

_____ ☐ Double ☐ Quad

☐ Smoking ☐ Non-Smoking ☐ Require special facilities in accordance with the Americans with Disabilities Act

* Subject to Availability

To make your reservation contact:

San Diego Housing Bureau

2275-A Renaissance Drive

Las Vegas, NV 89119

US/Canada: (888) 813-2749 or Fax (800) 667-6584

International: (702) 798-6380 or Fax (702) 795-8767

www.houseol.com

Reservations must be received by May 1, 1999 or housing cannot be guaranteed.

For More Information



ASMC National Headquarters

(800)462-5637 or ASMCHQ@aol.com

PDI '99 Chair

Pat Sanders (619)545-0516 DSN 735

PDI '99 CO-Chair

Sheila Jackson (619)545-8842 DSN 735

Exhibits/Sponsorship

Susan Watkins

(619)545-8588 DSN 735

Richard Leslie

(619)509-8093

Hospitality

Pearl Reza-Perez

(619) 532-4137 DSN 522

Protocol

May Hayes

(619) 532-4135 DSN 522

Cecilia Galvan-Cardona

(619) 616-4964 DSN 669

Registration

(949) 475-1765

Special Events

Bruce McGalliard

(619) 532-1001 DSN 522

Salvador Hernandez

(619) 532-7872 DSN 522

Transportation

Dale Webber

(619) 556-2301 DSN 526

Wendy Morasse

(619) 616-4708 DSN 669



Don't Miss The PDI '99 CERTIFICATION TRAINING

*Here's your first chance to get a look at
what certification training is all about.*

*New Training
Opportunity!*

Tuesday 1400-1645

Thursday 1400-1645*

This workshop will cover:

Introduction to Professional Certification

- Value of Certification
- Current Certifications
- Certifications in the Future

Certified Government Financial Manager (CGFM)

- Background and Requirements
- Contents of Examination
- Self Assessment

Defense Financial Management Certification (DFMC)

- Background and Requirements
- Contents of Examination
- Self Assessment

Mechanics of Taking Standardized Examinations

- What to Expect
- Tips for Success

**Shown on matrix as workshop 23*

*To register for either session,
please indicate attendance on page 29.*



0915-1030	2 Defense Resource Initiatives	6 Executive Writing (2 Module)	9 The WWW - Our Future (4 Module)	13 DFAS Corp. Infor. Infrastruc. (DCII)	19 Cookin' With Controls	21 DFAS Systems Strategies
1045-1200	1 Using Activity Based Cost Mgmt.	6 Executive Writing (cont.)	9 The WWW - Our Future (cont.)	14 The DoD Budget & the 106th Congress	15 Discussing the Budget	22 Plain Language
1400-1515	2 Defense Reform Initiatives	6 Executive Writing (cont.)	8 Interm. Fiscal Law for Comptr. (2 Module)	9 The WWW - Our Future (cont.)	10 Knowledge on Demand	11 DFAS Tour - OPLOC San Diego (2 Module)
1530-1645	4 Y2K Contingency /Y2K COOP	6 Executive Writing (cont.)	7 Single Stock Fund	8 Interm. Fiscal Law for Comptr. (cont.)	9 The WWW - Our Future (cont.)	11 DFAS Tour - OPLOC San Diego (cont.)
0915-1030	5 Working Capital Funds	9 The WWW - Our Future (4 Module)	11 DFAS Tour - OPLOC San Diego (2 Module)	16 Congress. Perspective of the DoD Budget	20 Web-Based Cost Estim. Initiatives	21 DFAS Systems Strategies
1045-1200	1 Using Activity Based Cost Mgmt.	9 The WWW - Our Future (cont.)	11 DFAS Tour - OPLOC San Diego (cont.)	14 The DoD Budget & the 106th Congress	18 Partnership for Progress	20 Web-Based Cost Estim. Initiatives
1400-1515	3 The Import. of Internal Controls & Fraud Awaren.	7 Single Stock Fund	8 Interm. Fiscal Law for Comptr. (cont.)	9 The WWW - Our Future (cont.)	10 Knowledge on Demand	17 Pay Change on the Web via EMSS
1530-1645	4 Y2K Contingency/ Y2K COOP	8 Interm. Fiscal Law for Comptr. (cont.)	9 The WWW - Our Future (cont.)	16 Congress. Perspective of the DoD Budget	24 Implement. a COTS System	31 Finance Systems - Value for Your Dollar

THURSDAY, JUNE 3

23	Certif. Options and Opport. (2 Module)	25	Managing Customer Service Interactions	30	Base Regionalization (San Diego Persp.)	34	Defense - Wide Wide World (2 Module)	37	Ethics	38	Outsourcing and Privatization Initiatives	45	Personal Finance & Career Fed. Executive
23	Certif. Options and Opport. (cont.)	26	The Defense Procurement Pay System	30	Base Regionalization (San Diego Persp.)	33	Leadership's Role for the New Century	34	Defense - Wide Wide World (cont.)	39	New Generation Plastic Cards Program	43	What's Happening on the Hill
17	Pay Changes on the Web via EMSS	25	Managing Customer Service Interactions	29	Problem Disbursements	35	Finance Operations - An Enabler in Peacekeep.	36	Customer Service - A Different Approach	40	DoD Travel Reengineer. Initiatives - Update	42	Benchmark. & Franchising
20	Web-Based Cost Estim. Initiatives	21	DFAS Systems Strategies	26	The Defense Procurement Pay System	28	Integrated Resource Mgmt. Tools	31	Finance Systems - Value for Your Dollar	33	Leadership's Role for the New Century	37	Ethics

FRIDAY, JUNE 4

26	The Defense Procurement Pay System	28	Integrated Resource Mgmt. Tools	31	Finance Systems - Value for Your Dollar	33	Leadership's Role for the New Century	37	Ethics	43	What's Happening on the Hill	47	Career Dev./Transit. Into 21st Century (2 Module)
22	Plain Language	27	PBAS - Program Update	28	Integrated Resource Mgmt. Tools	40	DoD Travel Reengineer. Initiatives - Update	47	Career Dev./Transit. Into 21st Century (cont.)	48	Financial Mgmt. Core Competencies	50	Cost Mgmt. - Winning the Cost War
24	Implement. a COTS System	27	PBAS - Program Update	32	Quality's Voyage into the 21st Century	34	Defense-Wide Wide World (2 Module)	41	Electronic Commerce	46	Mid-Career Ret. Plan. for CSRS/FERS (2 Module)	49	Future Military Opportun. in DFAS
32	Quality's Voyage into the 21st Century	34	Defense-Wide Wide World (cont.)	41	Electronic Commerce	46	Mid-Career Ret. Plan. for CSRS/FERS (cont.)	49	Future Military Opportun. in DFAS	52	Managerial Costing - Winning the Cost War	55	The Millennium Leader



Career Dev./ Transit. Into 21st Century (2 Module)	56 Partnering For Fiscal Integrity Program	57 ASMC Chapter Developm. (2 Module)	60 Laugh & Stay Healthy	63 Managing Multiple Projects	65 Mission- Based Performance Acquisition	69 Surviving in a Changing Workplace
Innovations in Human Resource Mgmt.	47 Career Dev./ Transit. Into 21st Century (cont.)	50 Cost Mgmt. - Winning the Cost War	57 ASMC Chapter Developm. (cont.)	65 Mission- Based Performance Acquisition	72 Dealing With Upset and Difficult People	74 Purchase card/ MIPRS
Innovations in Human Resource Mgmt.	45 Personal Finance & the Career Federal Exec.	51 Managerial Costing - Winning the Cost War	60 Laugh & Stay Healthy	62 Carrier Tour (2 Module)	64 National Council Meeting	
Financial Mgmt. Core Competencies	52 Managerial Costing - Winning the Cost War	56 Partnering For Fiscal Integrity Program	62 Carrier Tour (cont.)	63 Managing Multiple Projects	68 Teach Your Employees To Motivate Themselves	
The Millennium Leader	58 Who's Driving Your Wagon?	61 Year 2000	66 Def. Mgmt. and Reform - Austral. Exp. (2 Module)	70 Building Your Dream Team	75 The Law of Downsizing/ Contracting	
Case History of a Managed Competition	54 Tips on How to Obtain a Clean Audit Opinion	59 DoD Computer Forensics Lab & Train.	66 Def. Mgmt. and Reform - Austral. Exp. (cont.)	67 DoD Financial Management Improv. Plan	75 The Law of Downsizing/ Contracting	
Managerial Costing - Winning the Cost War	53 Case History of a Managed Competition	58 Who's Driving Your Wagon?	61 Year 2000	62 Carrier Tour (2 Module)	73 The Art of Speaking	
DoD Computer Forensics Lab & Train.	62 Carrier Tour (cont.)	67 DoD Financial Management Improv. Plan	71 Igniting Passion Your Work and Life	73 The Art of Speaking		

C O M P T R O L L E R S



The Honorable William J. Lynn

Wednesday General Session

Mr. Lynn is currently the Under Secretary of Defense (Comptroller) where he serves as Chief Financial Officer of the Department of Defense and Principal Assistant to the Secretary of Defense for the preparation, presentation and execution of the defense budget.



Doc Blakely

Thursday General Session

Doc Blakely possesses a rare talent for presenting totally positive approaches to problem solving. His credentials include B.S., M.S. and Ph.D. degrees from Texas and Missouri. He has authored, in addition to technical books, *The Handbook of Wit and Pungent Humor*, *Push Button Wit*, *Keep 'Em Laughing*, and the delightfully funny, *Shoot Luke! The Air is Full of Pigeons*.



Bonnie St. John Deane

Thursday Luncheon

At sixteen, she was a girl with one leg and very big dreams. Within five years, she became an Olympic ski medalist, a Harvard Honors graduate, and a Rhodes Scholar. She has worked on Wall Street, in Tokyo's financial district, and as an award-winning sales representative for IBM. During the first year of the Clinton Administration, Bonnie was appointed by the President as a Director for Human Capital Issues on the National Economic Council in the White House. Bonnie, whose hometown is San Diego, is also a contributing author of *The Winning Spirit: Achieving Olympic Level Performance in Business and Personal Advances*.



Captain Dennis Fitch

Friday Luncheon

Mr. Fitch is a B-757/767 Captain for United Airlines. He received a B.S. degree from Duquesne University and his flight training from the United States Air Force. He is President of D.E. Fitch & Associates, Ltd., an aviation consulting firm specializing in Cockpit Resource Management and human factors. Captain Fitch has had the unique experience of crash landing a DC-10 that lost all hydraulics and all flight controls. He and the crew hold the distinguished record of the longest time aloft without flight controls who lived to tell about it.



Steve Rizzo

Friday General Session

Steve Rizzo has been making people laugh for over eighteen years. Now, Steve coaches people on how to develop a healthy attitude toward the challenges they are confronted with each day. Steve conveys that a sense of humor is more than just the ability to laugh. His credentials include a B.A. in Education/ Psychology, a B.A. in English, and a M.A. in Theater Arts. He was an English teacher and a counselor for students with behavioral problems.



Chapters

Alabama

Anniston
Montgomery
Redstone/Huntsville
Wiregrass

Alaska

Denali
Tanana Valley

Arizona

Catalina
Cochise
Kachina
Thunderbird

Arkansas

Razorback

California

Barstow
Camp Pendleton
Central San Joaquin
Valley
China Lake
El Toro
Fort Irwin
Forty-Niner
Golden Gate
High Desert
Los Angeles
Monterey
San Diego
Southern California
Inland Empire
Vandenberg Space
and Missile
Ventura

Colorado

Mile High
Pikes Peak

Delaware

Eagle

District of Columbia

Washington

Florida

Blue Angel
Central Florida Lightning
Greater Jacksonville
Gulf Coast
New Biscayne
Panama City

Space Coast

Tampa Bay

Georgia

Coastal Georgia
Dixie
Fort Benning
Garden City
Greater Atlanta
Middle Georgia
Southwest Georgia

Hawaii

Aloha

Illinois

Chicago North Shore
Rock Island
Shiloh Valley

Indiana

Hoosier
Indianapolis

Kansas

Air Capital
Bison
Pioneer

Kentucky

Fort Campbell
Fort Knox

Louisiana

Ark-La-Tex
New Orleans
West Central Louisiana

Maine

Crown of Maine

Maryland

Chesapeake
Fort Meade
Western Maryland

Massachusetts

Yankee

Michigan

Motor City
Mississippi
Magnolia
Mississippi Sound

Missouri

Central Missouri
Gateway
Kansas City
Ozark

Nebraska

Greater Omaha

Nevada

Las Vegas

New Jersey

Jersey Devil
Picatinny

New Mexico

Rio Grande
White Sands

New York

Rome-Syracuse
Thousand Island
West Point

North Carolina

Crystal Coast
Pamlico
Sandhills

North Dakota

Dakota Lights
Roughrider

Ohio

Aviation
Buckeye
Cleveland

Oklahoma

Cherokee Strip
Great Plains
Quartz Mountain
Sequoyah

Pennsylvania

Keystone
Mason-Dixon
Northeast Pennsylvania

Rhode Island

Narragansett Bay

South Carolina

Beaufort Low Country
Charlestowne
Palmetto
South Carolina Midlands

South Dakota

Black Hills

Tennessee

Middle Tennessee
Tri-State

Texas

Alamo City
Amigo
Big Country
Big D
Central Texas
Concho Valley
Corpus Christi
Red River

Utah

Utah

Virginia

Hampton Roads
Mount Vernon
Potomac
Quantico
Southside Virginia

Washington

Evergreen
Inland Northwest
Rainier

Wisconsin

Green Tree

Wyoming

Cowboy

At Large

At Large
National Guard

Overseas

Arabian Sands
Bavarian
Belgium
Eifel
Frankfurt
Guam
Heidelberg
Iwakuni
Japan
Korea
Lion of Saint Mark
Okinawa
Panama Canal
Rheinland-Pfalz
Rota-Spain
Royal
Shogun
Tarsus



Air Force Service Day will feature The Honorable Robert F. Hale, Assistant Secretary of the Air Force (Financial Management and Comptroller) and our senior financial management leaders. A wide variety of subjects will be addressed during general and breakout sessions to include an overview of certification and professional qualifications, details of the Air Force Budget, and an update on the latest developments in financial systems and reporting. As in the past, attendees will have an opportunity to ask questions after each presentation. **Contact Pat Tyler at (703) 697-9992 or DSN 227-9992 for more information.**

The **Army Service Day** program will focus on current issues of topical priority interests to the FM community. We will also emphasize leadership's responsibility to train our people in order to ensure their competence and competitiveness for advancement. The day will feature a morning general session and the afternoon workshops. The general session will include presentations by the ASA(FM&C), DFAS, and representatives of several other Secretariat staffs. Several Army-wide awards and recognitions for professional excellence will be presented. The workshops will address topics in budgeting, financial operations, and FM redesign initiatives, among others. **Contact Rod Bricksin at (703) 614-6184 or DSN 224-6184 for more information.**

The **Coast Guard Service Day** program will include an address by the Coast Guard's Chief Financial Officer, Mr. Bill Campbell; presentation of Chief Financial Officer Awards for Excellence; and presentations/panel discussions on current issues in financial management. We will kick-off Service Day with a late Tuesday afternoon session followed by an informal social gathering. Topics for presentation/panel discussions on Tuesday and Wednesday will include: financial management, financial systems audited financial statements, and policy development initiatives. A Sea Service luncheon with a Senior Department of the Navy speaker will be held on Wednesday. As in previous years, ample time will be available for you to raise your questions and concerns at a general session of the Coast Guard's financial community. **Contact LCDR Tom Barone at (202) 267-1108 for more information.**

The morning program of **DFAS Service Day** at the 1999 ASMC PDI will feature remarks and comments by the Honorable William Lynn (USD(C)) and the Director of DFAS, as well as a graduation ceremony for the DFAS interns. The luncheon program will feature a guest speaker and will be done in conjunction with the Defense Agencies Service Day participants. The afternoon session will cover a variety of DFAS issues and key initiatives in Financial Management. Each of the presentations will offer a question and answer period. **Contact Mario D'Ambrosio at (703) 607-3923 or DSN 327-3923 for more information.**

The **Department of the Navy Service Day** program will include a general session in the morning for Department of the Navy personnel, a Sea Service luncheon with a senior Department of the Navy speaker, and a variety of workshops in the afternoon. The general session will include presentations by the senior staff of the Office of the Assistant Secretary of the Navy (FM&C), the Assistant Deputy Chief of Staff for Programs and Resources, USMC and the Director of DFAS Cleveland. The afternoon workshops will cover timely topics related Navy and Marine Corps appropriations, budgets, financial policy, and accounting issues. Participants will have the opportunity to ask questions of senior Department of the Navy personnel. **Contact Patricia Cain at (850) 452-3786 or DSN 922-3786 for more information.**

The inaugural **Defense-wide Service Day** will feature presentations by each of the DFAS Centers devoted exclusively to DW accounting and reporting. It will also host a panel of senior officials from each of the Military Departments to discuss the complex interrelationship between DW and the Services. Finally, it will focus on strengthening the bond among Defense Agencies and Field Activities and the ASMC. **Contact Joe Friedl at 703 697-6760 or DSN 227-6760 or jfriedl@bfd.osd.mil for additional information.**



1 Using Activity Based Cost Management to Manage Programs

Mr. Frank S. Wood

Chief, Office of Planning and Resources for Marine Safety and Environmental Protection, United States Coast Guard

Cmdr Larry R. White

Chief, Budget Execution Division, United States Coast Guard

This workshop will explore the growth of ABCM as a program management tool in the Coast Guard. The USCG conducts a wide variety of operational and regulatory missions and is constantly challenged to define the cost and impact of various missions which use the same assets and overhead. The workshop will begin with an overview of the organizational approach to implementing ABCM and describe several project efforts resulting in varying degrees of success. The second portion of the workshop will explore the development and progress of an ABCM project in the Coast Guard's Marine Safety and Environmental Protection Directorate which began as a pilot project in 1997 to link resources to broad Headquarters program activities and outcomes. The workshop will discuss follow-on benefits of an ABCM approach to management, the utility of ABCM to budget development, strategic planning, and many lessons learned.

2 Defense Reform Initiatives - An Update

Ms. Mary Margaret Evans

Deputy Director of the Defense Reform Initiative Office

The Defense Reform Initiatives are designed to ignite a revolution in business affairs that will bring efficiency and cost savings, which in turn will provide support to the Department's post Cold War strategy. These reforms, along with the revolution in military affairs, are designed to ensure that America continues to lead a world of accelerating change, shaping the emerging security environment and responding to crises that threaten our interests. This workshop will explore where DoD is, and where it is going in terms of these initiatives.

3 The Importance of Internal Controls and Fraud Awareness

Mr. Robert P. McNamara

Director, Fraud and Internal Control Directorate, HQ, Defense Finance and Accounting Service

Instances of fraud are reported daily in our newspapers and periodicals. Nonexistent, or weak, internal controls can spawn an environment ripe for fraud to occur. This workshop will focus on fraud awareness 'red flags' for managers and employees and the necessary actions to create a sound foundation of internal controls.

4 Y2K Contingency/Y2K COOP

Mr. Ed Kufeldt

Assistant Deputy Director of Plans, HQ, Defense Finance and Accounting Service

Ms. Susan Nielson

Y2K Contingency Planning Program manager, HQ, Defense Finance and Accounting Service

This presentation covers DFAS' participation and lessons learned in exercises that identified Y2K issues and evaluated solutions in support of financial management operations, and DFAS' Y2K contingency planning approach to help ensure DFAS is prepared for any emergency. Additionally, it will provide an insight into some of the contingency strategies DFAS is undertaking to mitigate Y2K risks.

5 Working Capital Funds/Principal Revolving Fund (Panel)

Mr. Richard E. Anderson

Budget Analyst, ASA (MF&C)

Mr. Ralph H. Proctor

Budget Analyst, OUSD (Comptroller), Revolving Funds

Ms. Margo D. Sheridan

Staff Accountant, USACE

Ms. Patricia J. Zarodkiewicz

Assistant for Revolving Funds, Assistant Secretary of Air Force, Financial Management & Comptroller

In this workshop, a panel of DoD and Service representatives will discuss the operations of a Working Capital Fund to include cost, how rates are determined, how revenue is given, and they will contrast and compare how services operate revolving funds.

6 Executive Writing (2 modules)

Dr. Ed Bailey

Writing and Speaking Consultant, Marymount University

Plain English has the advantages of being easier to read and easier to write. It suggests that you write more the way you talk by using pronouns, active voice, and ordinary words. Additionally, it makes your main point easy to find and uses white space more effectively. This mini-course is a fast-paced introduction to the fundamentals of plain English. It's appropriate for anyone who writes or supervises writing - from action officers to top executives, and it applies to all kinds of writing.

7 Single Stock Fund

Ms. Sue L. Baker

Program Manager for Single Stock Fund (SSF), Office of the Department of Army

This workshop will focus on the Army's efforts, successes, failures and long-term implications of merging wholesale and retail Supply Management stock funds.



Mini-Courses and Workshops

8 Intermediate Fiscal Law for Comptrollers (2 modules)

Mr. Matt Reres

*Deputy General Counsel (Ethics and Fiscal),
Office, General Counsel*

The overall objective of this course is to present a legal reference for a primary responsibility of a comptroller: the obligation and expenditure of federal appropriations. The course will concentrate on the "availability" of appropriations based upon the elements of purpose, time and amount. The Antideficiency Act will also be discussed. This course is a concentrated version of Mr. Reres' course presented at previous PDIs. It assumes a basic understanding of the constitutional foundation of federal appropriations as well as the budget/appropriations process.

9 The World Wide Web - Our Future (Start, Beginner, Intermediate & Advanced Levels) (4 module)

Mr. Clarence Hoop

Computer Systems Analyst, OUSD(C), Program/Budget

This workshop will show the user how to benefit from the use of World Wide Web technology. Each session will provide information on the alternatives for usage with both benefits and problems, including some insight into the future. The sessions are taught as a sequence of four increasingly difficult classes so that attendee may start at an appropriate level and finish where needed. The first session will assume the user has no knowledge of the web browser and related technology and therefore will not cover the subject in depth. The second session assumes the user has some experience with web browsers and related technology or attended the first session. The third session assumes the user either has experience or has attended the first two session and will cover further details such as cookies, firewalls, and bots. The fourth session may be off the wall to some people, with discussion of java, active X, steganography, visual basic, and state processing. You will not become a programmer, but will brush some of the concepts in the final class. A complete set of slides will be given at any session so an attendee can obtain the full material without attending all sessions.

10 Information Technology in Action to Managed Resources: Walking the Talk

William F. Thomas

Chief, Program and Budget Div., Office of the Deputy Chief of Staff, Resource Management, Headquarters, United States Army, Europe

Alfred Jones

Senior Systems Analyst, Office of the Deputy Chief of Staff, Resource Management, Headquarters, United States Army, Europe

This workshop will show how an Army MACOM is using middleware technology to manage resources and to produce performance output reports against defined standards. Manpower, personnel, finance and logistics data are readily available to commanders, managers and analysts. You too can reap opportunity costs.

11 DFAS Tour - OPLOC San Diego - Tells Their Story (2 modules)

Capt. Jim Garban

*Director, San Diego Operating Location,
Defense Finance and Accounting Service*

Workshop participants will go off-site to tour this first-class DFAS Operating Location, and will be given a short overview of how the OPLOC is organized, its successes, and its challenges.

12 Audited Financial Statements (Panel)

Mr. Henry Bezold

*Associate Director, Accounting Policy,
Office of the Under Secretary of Defense (Comptroller)*

Mr. Steve Tabone

*Associate Director, Accounting Policy,
Office of the Under Secretary of Defense (Comptroller)*

Ms. Julie Aviles

*Associate Director, Accounting Policy,
Office of the Under Secretary of Defense (Comptroller)*

Mr. De W. Ritchie, Jr.

*Director for Accounting Policy,
Office, Under Secretary of Defense (Comptroller)*

The workshop will be conducted in a panel format. They will discuss specific areas of the Department's efforts for addressing the major "showstoppers" identified by the audit community as preventing the federal government-wide financial statements from achieving a clean opinion.

13 DFAS Corporate Information Infrastructure (DCII)

Mr. Vance Kauzlarich

*Director, Information Technology, HQ,
Defense Finance and Accounting Service*

DCII is a collection of common services, applications, data, hardware and software platforms, standards, policies, communications, facilities, and other integrated elements that enable DFAS to provide shared integrated access to corporate information assets in a compliant, maintainable, interoperable environment.

14 The DoD Budget and the 106th Congress

Mr. Robert J. Shue

*Associate Director for Budget Presentation
& Congressional Liaison, OUSD(C)*

This workshop will examine the congressional budget review of the FY 1999 DoD budget and FY 1998 rescissions and supplemental requests. It will also address the future of DoD budgets in the next Congress.



15 Discussing the Budget

MG Clair Gill

Deputy Assistant Secretary of the Army for Budget in the Office of the Assistant Secretary of the Army (FM&C)

Mr. Robert D. Stuart

Deputy for Budget, Deputy Assistant of the Air Force (Budget)

Mr. H. Lee Dixon

Assistant Deputy Chief of Staff for Programs and Resources Department, Headquarters, Marine Corps and Director, Fiscal Division, Programs and Resources Department

RADM Albert Church

Director, Office of Budget, Office of the Assistant Secretary of the Navy (FM&C) and Director, Fiscal Management Division, Office of the Chief of Naval Operations

Mr. Warren Hall

Ast. Deputy Comptroller, OUSD(C)

This workshop will consist of a panel presentation in which each presenter will provide attendees with the latest information on their respective services' budgets.

16 Congressional Perspective of the DoD Budget

Mr. Larry J. Lanzillotta

Professional Staff Member, U.S. Senate Committee on Armed Services

Ever wonder what happens to the Defense Budget when it gets to the Hill? How is the document received by those who have to approve and disapprove the Department's Funding estimates? What does the Department do well? Where could the Department do better? And how can the Department avoid what sometimes appears to be an almost adversarial relationship. Mr. Larry Lanzillotta, Professional Staff Member of the SASC will discuss these and many other topics as well as answer your questions at this unusually frank presentation.

17 Pay Changes on the Web via Employee/Member Self Service (EMSS)

Ms. Gloria Cranford-Bates

Project Manager, (E/MSS), Defense Finance and Accounting Service

This presentation will review a technological option that DFAS will offer its customers. Employee/Member Self Service (E/MSS) is a tool being developed to help civilian employee, military members, military retirees, and surviving annuitants keep pay related account information current. Capabilities and applications will be highlighted.

18 Partnership For Progress in CFO (Panel)

Mr. James D. Watts

Naval Audit Service

Mr. Donald Oliveros

Naval Audit Service

Ms. Gloria Wardup

Naval Audit Service

Mr. Richard Bell

Naval Audit Service

Mr. Dale Evans

Naval Audit Service

Current work in CFO focuses on a cooperative effort between management and auditors to get the Navy poised for audited financial statements. The panel will include managers from various Navy and Marine Corps activities with topics of interests at the field level.

19 Structuring Your Management Control Program—Cookin' with Controls

Mr. Dick Reed

Head, Management Control & Audit Liaison, ASN (FM&C) (FMO-31)

One of the larger stumbling blocks to the creation of auditable CFO statements is the need for more effective internal (also termed management) controls. To help activities have better internal controls, members of the ASN (FM&C) staff have created a variety of checklists, desk guides, and psuedo cookbooks that can be used to create, implement and assess the effectiveness of controls at the local activity level. Modeled on the methods and procedures used by auditors to evaluate controls, their use will be discussed in this workshop.

20 Web-Based Cost Estimating Initiatives (COMET and VAMOSC)

CDR Walter Bednarski

Program Manager, Visibility and Management of Operating and Support Cost (VAMOSC), Naval Center for Cost Analysis

CDR Mark H. Dye

Program Manager, Cost of Manpower Estimating Tool (COMET), Naval Center for Cost Analysis

This presentation will describe recent improvements in the accessibility, completeness, accuracy, and timeliness of Visibility and Management of Operating and Support Cost (VAMOSC) data.



21 DFAS Systems Strategies

Ms Kathleen D. Noe

Deputy Director, Systems Development, System Integration Directorate, HQ, Defense Finance and Accounting Service

This presentation will describe the Department of Defense strategy to eliminate 150 outdated legacy systems and stand-up a state of the art, integrated finance and accounting system architecture.

22 Plain Language

Dr. Annetta Cheek

*Plain Language Coordinator,
National Partnership for Reinventing Government*

This workshop will discuss the President's initiative on plain language. It will cover the following: basic plain language principles; cost savings from plain language; agency achievements in plain language; and what is next in the initiative.

23 Certification Options and Opportunities for Defense Financial Management Professionals (2 modules)

This mini-course will present an orientation to various certification options available to defense financial management personnel. Presenters will discuss 1) the role of professional certifications and their value to the military and civilian workforce; 2) the variety of professional certifications available, including the Association of Government Accountant's (AGA) Certified Government Financial Management (CGFM) program; 3) the new Defense Financial Management Certification (DFMC) examination project currently under development by ASMC; and 4) the mechanics of computer-based testing, including a demonstration of how multiple-choice exams are displayed and answered electronically and a hands-on practical application using sample questions from the new DFMC examination.

24 Implementing a COTS System

CDR Mark Rose

Chief, Financial Systems Management Division, Commandant (G-CFS) U.S. Coast Guard

Ms. Barbara Semiatin

Project Manager, Implementation of Oracle Assets and Oracle Projects, Commandant (G-CFS) U.S. Coast Guard

This workshop will discuss the U.S. Coast Guard's effort in implementing a commercial off-the-shelf financial software suite, Oracle Financials, to meet the Chief's Financial Officers Act reporting requirements. Items discussed will include a brief overview of the acquisition process and software development and implementation methodology. More specific discussion will focus on incorporating program manager requirements, porting of legacy data, and integration with U.S. Coast Guard feeder systems. A brief demonstration of Oracle Assets and Project modules will be included. This session will conclude with a summary of key lessons learned from the U.S. Coast's experience of implementing Oracle Financials.

25 Managing Customer Service Interactions

Mr. Darren Gomez

*Customer Service and Internal Control Directorate,
HQ, Defense Finance and Accounting Service*

This very interactive and humorous workshop will focus on the relationship between the customer service provider and the customer. A highlight of this workshop is a section on difficult customers and how to handle them.

26 The Defense Procurement Pay System - Modernization for the Future

Col Bob Munn

*Project Manager (DPPS), Defense Finance
and Accounting Service*

The Program Manager for the Defense Procurement Pay System (DPPS) will provide a project overview and status information. DPPS will incorporate advanced technological solutions and business process improvements to promote more effective and efficient contract payment activities throughout the Department of Defense.

27 PBAS - Program Update

Mr. Jim Willaford, DFAS-IN

Mr. Tony Vallone, OUSD (Comptroller)

Mr. Ken Heising, ASN-FM&C

Mr. Tom Fairbank, ASA-FM&C

Mr. Gary Engle, ASA-FM&C

If you receive electronic funding from the Army, Navy or OSD, attend this informative briefing on present and future PBAS. PBAS is the official funds control and distribution system of the Army, Navy and OSD. During the session, PBAS experts will inform you on current operations, near term enhancements and the PBAS for the future. Time will be reserved at the end of the session to field your questions. A live connection into PBAS is also planned. Both new and seasoned users will benefit from this briefing.

28 Integrated Resource Management Tools

Mr. Lloyd Boykin

Project Manager, Civilian Manpower Integrated Costing System (CMICS), GRC International, Inc

This workshop will explore harnessing the power of Information Technology to implement integrated Resource Management solutions that eliminate redundant work, give greater visibility to data, and enhance the productivity of Resource Management organizations. An integrated suite of tools that perform multiple business processes while sharing data can improve efficiency and assist in enhancing and improving business processing. The workshop will address integrating systems and data to help organizations in continuing to perform at a high level in the face of reduced resources. The focus is on tools to reduce the programming effort and manage and track execution.



29 Problem Disbursements - Strategies for Success

Ms. Joann Boutelle

*Program Manager, Intransit and Problem Disbursement Office,
HQ, Defense Finance and Accounting Service*

This workshop will cover several aspects of problem disbursement issues - from identifying root causes to developing short-term solutions in the continuing battle with problem disbursements.

30 Base Regionalization - The San Diego Perspective

Ms. Ruth Straley

San Diego Region Budget Officer

How do you combine 7 different activities into one region and provide resource management functions that focus on customer service? This is the challenge you will hear about in this workshop that focuses on one Navy shore installation region that has redesigned shore management into a matrix organization of program managers vice base commanding officers. This new organization was given birth on 1 Oct so you will be hearing about the "growing pains" of this 8 month old organization that has changed the face of Navy shore infrastructure in San Diego.

31 Finance Systems - Value for Your Dollar

BG Roger W. Searce

*Deputy Director for Finance, HQ,
Defense Finance and Accounting Service*

This workshop will focus on the current environment for finance systems and processes and how they exist today. Participants will be presented with a vision on how they will operate in the future.

32 Quality's Voyage into the 21st Century

Mr. Gene Hepler

Senior Quality Advisor, Fleet Industrial Supply Center

Ms. Joyce Ward

Quality Executive, SIMA SD Business Performance Office

Mr. Jeff Meyer

*Leading Petty Officer, SIMA SD Business
Performance Office*

This workshop will cover organization transition and changes in quality. What tools and systems required and examples of successful application.

33 Leadership's Role for the New Century - "The Captain's Role in Leading the Crew"

Mr. Gene Hepler

Senior Quality Advisor, Fleet Industrial Supply Center

Ms. Joyce Ward

Quality Executive, SIMA SD Business Performance Office

Mr. Jeff Meyer

*Leading Petty Officer, SIMA SD Business
Performance Office*

This workshop will present the latest successful techniques available for leaders. Workshop will include the role of teams and tools required.

34 Defense-Wide Wide World (2 modules)

Ms. Elaine Kingston

Comptroller, SOCOM

Ms. Donna Elliot

Senior Financial Analyst, DSAA

Ms. Angela Talaber

Budget Officer, DPMO

Ms. Delores Moeller

Comptroller, DSS

The relationship of the Defense Agencies and Field Activities to the Military Departments is sometimes confusing and misunderstood. As the relative size of the Defense-wide (DW) accounts taken in total is now comparable in size to a Military department, and the total number of DW appropriations exceeds the combined military aggregate, a deeper understanding of the overall DW mission is crucial to all DoD financial managers. This mini-course will focus on the important and unique charters of members of the DW community, how they are designed to support the war-fighting capabilities of the Department, and FM initiatives and process improvements currently underway within each DW organization.

35 Finance Operations - An Enabler in Peacekeeping Operations

Colonel Thomas Roberts

Commander, 266th Finance Command

This presentation will provide a detailed look at the scope, considerations and lessons learned of financial management operations conducted in support of Operation Joint Endeavor (OJE)/Operation Joint Guard (OJG) in the former Republic of Yugoslavia. The presentation will focus on the initial planning and implementation of financial operations, the subsequent sustainment of those operations and the lessons learned to enable the continued improvement of financial support for future operations. Incorporated in the presentation is the joint and unified support from all services as well as the support to the countries of Bosnia-Herzegovina, Croatia and Hungary.

36 Customer Service - It's A Jungle Out There

Mr. Steve Rizzo

Professional Speaker

This program takes a unique approach toward achieving great customer relationships for your team. Steve will show you how to improve your attitude and sense of humor resulting in improved customer relationships. Having the right attitude toward customer relations is critical to our success in the government environment. "Acquiring a healthy attitude in the midst of fear and hard times is always a matter of choice," says Steve, "And viewing our difficulties from the humor perspective can enable us all to be more creative, more productive and achieve maximum performance in the workplace and in our personal lives."



37 Ethics

Mr. Matt Reres

*Deputy General Counsel (Ethics and Fiscal),
Office, General Counsel*

The overall objective of this course is to present a legal reference for ethical standards that apply to those who serve in the Department of Defense. The course will focus on the standards of ethical conduct as set forth in the Joint Ethics Regulation that apply to both military and civilian employees serving in the Department of Defense. The course will highlight such subjects as: conflicts of interest, gifts, political activities, private associations, appropriate use of government resources, and the role of ethics counselor.

38 Outsourcing and Privatization Initiatives

BG Richard Bundy

*Director, Manpower Organization and Quality, HQ,
US Air Force; Office, Deputy Chief of Staff, Plans
and Programs*

This dynamic session offers an overview of current outsourcing and privatization initiatives/issues from the US Air Force perspective. In addition to a "Big Picture" perspective, workshop participants will be afforded insight into the methodology employed by the Air Force in its outsourcing and privatization deliberations.

39 New Generation Plastic Cards Program - Update

Dr. Ron Adolphi

Director for Financial Commerce, OUSD(C)

This workshop addresses future directions being taken by the Department with plastic card technology, especially financial application cards. The presentation includes perspectives by the DoD Smart Card Joint Program Office and the Program Management Offices for the Purchase and Travel Cards. Discussion will include the future DoD smart card efforts, efforts to develop standards and strategies for different types of financial applications for smart cards, and updates on smart card pilots. The presentation will also address the travel and purchase card contracts.

40 DoD Travel Reengineering Initiatives - Update

COL Albert Arnold

Director, Program Management Office, Defense Travel Office

Mr. John Argodale

*Head, Finance Branch, Program Management Office, Defense
Travel Office*

This workshop will update participants on the multiple initiatives underway to reengineer travel within DoD. In addition to the status of TDY travel, the presentation will explore the department's progress in reengineering Ready Reserve and PCS Travel.

41 Electronic Commerce — Improving Commerce Through Technology

Mr. Jerry Hinton

*Deputy Director, Electronic Commerce and Program Support, HQ,
Defense Finance and Accounting Services*

This workshop will review major breakthroughs in applying Electronic Document Access (EDA), Electronic Document Management (EDM), imaging, and Electronic Commerce/ Electronic Data Interchange (EC/EDI) in the accounting and finance work of DoD.

42 Benchmarking and Franchising

Mr. John Barber

*Director, Customer Support and Internal Control, HQ, Defense
Finance and Accounting Services*

This workshop will address industry statistics, facts of private industry corporations and how they compare to current DFAS business practices. This workshop will also address how DFAS will begin to secure new workload requirements from agencies from outside DoD.

43 What's Happening on the Hill - Personnel Legislation Working Its Way Through Congress

Mr. David C. Hyde

*Director, Congressional and External Relations,
ODASD (CPP)*

Each year the Office of Personnel Management and the DoD prepare legislative proposals that affect the civilian workforce. Together with individual bills introduced by Members of Congress, these initiatives make up the legislative package that controls the number of workers and their pay and benefits. This workshop acquaints participants with new human resource proposals working their way through the second session of the 105th Congress and discusses how those proposals will affect your career.

44 Innovations in Human Resource Management

Dr. Diane Disney

*Deputy Assistant Secretary of Defense
(Civilian Personnel Policy), DASD(CPP)*

The manager's role is constantly changing as new demands, technologies, laws, and competition are confronted. This is particularly true as the recommendations from the Quadrennial Defense Review and the Defense Reform Initiative begin to be discussed and implemented. This workshop acquaints you with new human resource flexibilities to make managing the civilian workforce easier, proposed reforms in the HR arena, and describes the issues that will challenge the civilian workforce into the next century.

45 Personal Finance and the Career Federal Executive

Mr. David Cohen

Dennis M. Gurtz and Associates

This workshop is an in-depth discussion of the four cornerstones of personal financial planning: cash reserves, protections (insurances), fixed assets and equity assets. The presentation will cover the



employee benefits received by the career federal executive, and necessary decision points concerning these benefits. The speaker will present the basics of estate planning and investing as they pertain to the career federal executive.

46 Mid-Career Retirement Planning for CSRS/FERS

Ms. Nina G. Harbour

Federal Benefits Consultant

This workshop will explore how career federal employees can prepare for their retirement focusing on the Civil Service Retirement System and the Federal Employees Retirement System.

47 Career Development/ Transition into the 21st Century (2 module)

Mr. Mike DeBruhl

Sr. Vice President and General Manager, Manchester, Inc.

This two-module mini-course is designed to address specific career transition and self-marketing issues faced by today's civilian and uniformed Federal employees. As individuals began exploring career transition — both internally and externally — it is imperative to review the basics of individual transition preparation.

Module 1: Deals with basic preparation for career/job transition and overall strategies for a personal job search campaign.

Module 2: Continues general discussion/answers questions raised in Module one. Then will begin a discussion of "self-marketing" techniques.

48 Financial Management Core Competencies

Mr. Steve Freeman

Director, Human Resources, DFAS HQ

The identification of competencies necessary to succeed in the financial management career field, the measurement of the competency level of the individual, and training methods used to increase competencies are ingredients of the DFAS Career Development Program. These issues are discussed in relation to employee's career goals and mission accomplishment.

49 Future Military Opportunities in DFAS

Col Patsy Hughes

Assistant Deputy Director for Military Pay, Defense Finance and Accounting Service Indianapolis Center

Military personnel are concerned about their chances for career progression and assignment opportunities. DFAS offers the broadest spectrum of career opportunities for accounting and finance personnel of all services.

50 Cost Management—Winning the Cost War 'Integrating Accounting Data into ABC Models'

Mr. Stephen Bagby

U.S. Army Cost and Economic Analysis Center

One of the most intriguing obstacles that face Activity Based Costing modelers within the Department of Defense is the linking to our financial accounting system. To simplify the ABC process, methods for populating the models with financial information must be automated for recurring updates. This session has been developed to provide alternatives to the use of year-end financial reports for manual population of ABC models. Efforts have been underway to develop more sophisticated methods for using existing financial systems to provide the relevant financial data on a recurring basis. This workshop will use this opportunity to present the results of these efforts. Participants will be enlightened on how legacy systems can provide meaningful information to decision makers, finally allowing ABC models to become automated management tools.

51 Managerial Costing — Winning the Cost War 'Where the Rubber Meets the Road - Experience Panel'

Dr. Dale Geiger

U.S. Army Cost and Economic Analysis Center

This session will provide participants with an opportunity for frank, opened-ended discussions with a panel of experienced cost managers. "Jerry Springer has nothing on this panel. Get down and dirty and talk candidly with individuals who have seen the light and experienced the cost management conversion process." Dr. Dale Geiger will host this session with individuals from Fort Huachuca, Fort Polk, Fort Riley, Fort Leonard Wood, and Fort Detrick. All panelists are currently involved in cost management exercises at their respective Army installations and are prepared to bare all. This workshop will give participants the chance to hear from individuals who have experienced both the good and the bad of cost management implementation. Panel members have experience at all levels of the cost management process, experiencing the cultural change, successes and pitfalls, and the savings and benefits that take place.

52 Cost Management — Winning the Cost War 'A Leadership Perspective'

LTG (Ret) Thomas Carney

U.S. Army Cost and Economic Analysis Center

Col Ted Chopin

U.S. Army Cost and Economic Analysis Center

Today's managers are confronted with ever changing fiscal challenges that require increasing skills in managing costs. This session provides the opportunity to learn from veteran cost warriors who are surviving the trenches and winning financial battles through cost management. LTG (Ret) Thomas Carney and COL Ted Chopin will provide insights into an on-going Army effort of implementing cost management as a way of life at Fort Huachuca. Discussion will emphasize the necessity of changing the organizational culture and instilling cost management as a business discipline for increasing efficiency and improving performance. Participants in this workshop will gain an understanding of how cost management leads to

PDI '99



continuous improvement, which is an essential element for victory in the cost war. The workshop will highlight significant cost savings and benefits that have been realized in the first year of an installation-wide cost management effort.

53 Case History of a Managed Competition (OMB Circular A-76) Panel Discussion

Mr. Jeff Jones

Deputy Commander, Defense Logistics Support Command

Ms. Phyllis Campbell

Deputy Commander, Defense Distribution Center

Mr. Alvin Tucker

Senior Manager, Grant Thomas LLP - former DCFO, DOD

This workshop will explain the current environment for A-76 competitions using as a case a live example of an on-going competition in DoD. The contrast between prior competitions done in the 1980's and current competitions conducted under the revised A-76 Handbook will be shown. Also, the difference between the recent large 'total base' efforts and smaller past projects will be examined. We will also explore procurement pitfalls to guard against. Of special interest will be the ways to design robust Most Efficient Organizations (MEO) that permit the in-house workforce to strongly compete for the work.

54 Tips on How to Obtain a Clean Audit Opinion (Panel)

Mr. Robert J. Biancucci

Senior Manager, Grant Thornton LLP

Mr. Norwood (Woody) Jackson

Deputy Controller, Office of Federal Financial Management, OMB (invited)

Ms. Elizabeth E. Smedley

Deputy, CFO, Department of Energy (invited)

President Clinton has directed that the government will achieve a clean audit opinion on the Government-wide Financial Statements for FY 1999. This workshop focuses on how civilian agencies have successfully resolved problems that blocked their way to a clean opinion on agency financial statements. This panel will draw on the most current thinking of OMB, and of CFOs in civilian Departments on relevant issues such as: contingent liabilities, environmental clean-up costs, real property valuations, and accounting for personal property.

55 The Millennium Leader/Managing and Keeping Pace with Change

Ms. Mattie Lewis-Bynum

Manager, Reservation Sales, United Airlines

This workshop will focus on the challenges a leader faces as we build a bridge into the 21st century. In addition, we will explore ways of coping with change.

56 Partnering for Fiscal Integrity Program

Vincent J. D'Orazio

Director, Advanced Audit Techniques Div.

James D. Watts

Technical Oversight Authority, Navy Working Capital Fund

Donald Oliveros

Technical Oversight Authority Navy General Fund

Gloria Wardup

Director of Production, NADEP Financial Audits

David Evans

Technical Oversight Authority, Marine Corps Financial Audits

Richard Bell

CFO Coordinator

This workshop will address the Partnering for Fiscal Integrity Program. This program facilitates the partnering of Military Reservists who have unique and professional skills from their civilian & military professional careers with the tasks and needs of the DoD.

57 ASMC Chapter Development (2 modules)

Module 1: This interactive session will address chapter leadership issues. Among the topics to be discussed are behavioral pitfalls, leadership qualities, and common challenges that face our ASMC chapters.

Module 2: This module will focus on the planning of chapter activities. Discussion items will include, but not be limited to, planning a diverse annual calendar; working with presenters; presentation techniques; and community service activities.

58 Who's Driving Your Wagon?

Mr. Ric Masten

This workshop will enable participants to examine the complex interrelationships of life, family and career through poetry, song, and discussion. Mr. Masten's poetry is designed to be spoken rather than read and is designed to make his message accessible to the ear of the casual listener. In fact, his favorite audience is made up of people who would normally regard time spent with a poet a cruel and unusual punishment. His workshop will leave the participant touched and delighted and with a refreshing outlook on him or herself and on life.

59 The DoD Computer Forensics Laboratory and Training Program

SA Karen A. Matthews

Deputy Director, DoD Computer Forensic Lab

This presentation will provide an overview of the DoD Computer Forensics Laboratory and Training Program, a program directed by the Deputy Secretary of Defense on February 10, 1998. The Program consists of two major components: the DoD Computer Forensics Laboratory (DCFL) and the DoD Computer Training Program (DCTP). The goal of the DCFL is to establish and





maintain a joint DoD capability for counterintelligence, criminal and fraud computer evidence processing, analysis, and diagnostics. The goal of the DCTP is to provide computer investigative training to individuals and DoD elements that must ensure that Defense information systems are secure from unauthorized use, foreign intelligence and counterintelligence activities, and criminal and fraudulent activities.

60 Laugh & Stay Healthy

Ms. Anita Milner

Humorist and Stand-up Comic

Laughter is good for all of us; we all know that. But, did you know that people with a well-developed sense of humor live longer, healthier lives. Ms. Milner will show you how to put more life in your laughter and laughter in your life.

61 Year 2000 Readiness

Chan Preston

KPMG (Marwick Consulting)

This workshop provides examples of how various private sector industries are dealing with the Y2K issue. Sectors discussed include financial services, utilities, manufacturing, and local government.

62 Carrier Tour

CAPT Dave Grundies

Comptroller, SPAWAR

Spend an afternoon on a true warship! USS John F. Stennis (CVN 73) has been made available for a guided tour. Learn how Naval Aircraft are hurled from zero to 120 knots in 1.5 seconds. See the "wires" that arrest them upon landing. If you've never seen or been aboard an Aircraft Carrier, don't miss this!"

63 Managing Multiple Projects, Objectives, and Deadlines and Better Communications

Mr. Charles Garrett

Skillpath Trainer, Skillpath Seminars

The objective of the 'Managing Multiple Projects.' Presentation concentrates on gaining control of ones workday, including five steps for improving personal effectiveness, elimination of the 'Big' Three productivity killers and identifying real as opposed to arbitrary deadlines. The participant will become skilled in handling competing priorities, getting better organized, planning, setting priorities, managing people, controlling stress and finally, pulling it all together into a usable action plan. 'Becoming a Better Communicator', a companion presentation to managing multiple projects, teaches the participant to do a better job communicating under many circumstances. Topics such as creating rapport, building trust and establishing credibility are covered as are clear and assertive communication skills, communicating with difficult people in tough situations, making an unforgettable, positive first impression and the six basic rules of business etiquette.

64 National Council Meeting

Chapter Presidents or their designated representative should attend. Further information on this session is mailed directly to all chapters in May.

65 Mission Based Performance Acquisition

CDR Lee Jacobs

*Assistant Project Manager for Resources and Planning, Coast Guard Deepwater Project,
U. S. Coast Guard Headquarters*

This workshop will present the U.S. Coast Guard's Deepwater Project as an example of Mission Based Performance Acquisition (MBPA). MBPA goes beyond established acquisition reform initiatives by evaluating the optimal asset mix required by an agency to execute its missions. The goal of the Deepwater project, the largest acquisition project in Coast Guard history, is to replace the Coast Guard's aging Deepwater infrastructure (air, surface, C4I and logistics support required to execute missions 50 or more miles offshore) with a new integrated "system of systems" that will increase overall operational effectiveness while minimizing total ownership costs. The workshop will discuss performance-based acquisition, acquisition strategy and project management, comparing and contrasting Deepwater with other innovative Department of Defense acquisitions, including Arsenal Ship, DD21 and LPD 17. The presentation will include specific evaluation tools and methodologies used to measure and evaluate system performance and costs for an MBPA acquisition.

66 Defense Management and Reform - the Australian Experience

Mr. Frank Lewincamp

*First Assistant Secretary Resources and Financial Programs,
Australian Department of Defence*

This presentation will cover the many and inter-related management/change initiatives being implemented within the Australian Department of Defence. It will cover the overall objectives of the changes, the lessons learned and the mistakes made. In discussing Defence's initiatives, Mr. Lewincamp will focus particularly on strategic level management and leadership.

67 The DoD Financial Management Improvement Plan

Ms. Cynthia K. Bogner

*Director for Management Improvement
Office of the Undersecretary of Defense (Comptroller)*

Mr. Kris Beaubien

*Financial Manager, Directorate for Management Improvement,
Office of the Undersecretary of Defense (Comptroller)*

This seminar will educate the financial management community on DoD's Financial Management Improvement Plan—designated a priority for both the financial and functional managers by the Secretary of Defense. In response to the National Defense Authorization Act of 1998 DoD has developed, in a single plan, a strategic long range "concept of operations" for financial management

Mini-Courses and Workshops



which address both its financial operations and systems and program feeder systems that originate and provide the majority of financial source data. The seminar will summarize the improvement plan in terms of providing an overall look at the Department's future environment, describing the current operating environment, reviewing recent financial management reforms, and outlining how the current financial environment will transition to the future environment.

68 Teach Your Employees to Motivate Themselves

Bonnie St. John Deane

Professional Speaker

This workshop will show your employees how to turn the autonomy and flexibility in their jobs into personal drive to perform at peak levels.

69 Surviving in a Changing Workplace

Scott Rosthauser

Trainer/Consultant, Organizational Solutions

Participants will increase their understanding of the impact of organizational change. In addition, participants will explore successful coping strategies designed to increase personal responsibility in addressing change management issues.

70 Building Your Dreamteam

Marcia Wieder

Professional Speaker

During this presentation, you will hear ideas for designing, creating or enhancing your team or project. Success and shortcuts in business and in life come from powerfully sharing your dream and enrolling others. A winning team makes it easier and more fun!

71 Igniting Passion in Your Work and Life

Marcia Wieder

Professional Speaker

Passion is defined as "being compelled to action." Through technology and exercises that participants can easily use in their business and lives, this presentation demonstrates how to use passion as the juice to make things happen. The benefits are more creativity, vitality, enthusiasm and productivity.

72 Dealing With Upset and Difficult People

Scott Rosthauser

Trainer/Consultant, Organizational Solutions

Participants will increase their understanding of the interactive nature of conflict as it relates to upset or difficult people. In addition, participants will learn to identify upset individuals earlier and respond accordingly. Attendees of the workshop will learn specific behaviors that are effective in deescalating problem situations.

73 The Art of Speaking: Impacting the Bottom Line

Dr. Frederick Gilbert

President, Frederick Gilbert Associates, Inc.

"Children should be seen and not heard!" "Speak only when you're spoken to!" Remember hearing these things growing up? Few of us were encouraged to stand up at the table and "Let 'er rip!" What kills a good presentation is that little voice in the back of our minds echoing from childhood: "Nobody likes a show-off!" or, "Practice makes perfect." In this workshop, we will bury these old ideas once and for all. You will learn how to get your ideas out into the world, loud and clear. If you are not comfortable standing up and speaking before groups in your professional or personal life, this is the workshop for you! This program will dramatically improve your communication skills in just one hour.

74 Using Your Purchase Card to Pay MIPRs: Can It Be Done?

Mr. Ray Miller

*Deputy Director, Directorate for Financial Commerce,
Office of the Deputy Chief Financial Office,
Office of the Under Secretary of Defense (Comptroller)*

Military Interdepartmental Procurement Requests (MIPRs) have been used in DoD for many, many years. MIPRs are now under the scrutiny of business process reengineering to see if we can change the time-honored process to a business practice leading into the 21st century. The workshop will review historic MIPR usage and how we can radically change how MIPRs will be used in the future. This reengineered process will affect the way you perform your daily business with organizations and agencies of DoD and other federal organizations.

75 The Law of Downsizing and Contracting Out

Ken Allen

*Command Counsel for Acquisition and Litigation,
US Army Medical Research & Materiel Command*

A primer, intended for now-lawyers, on 1) the legal parameters of personnel reductions under RIF and 2) contracting out under the current legislative and executive DoD-directed initiatives, to include the Federal Activities Inventory Reform Act, the Defense Initiative Report, Military Housing Privatization Initiative, OMB Circular A-76, and the key contract and labor law issues of and challenges to the process.

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☐ I am not an ASMC member
☐ I am an ASMC member / # _____
(Number is located on mailing label)

I am a ☐ Speaker ☐ Chapter President



PDI'99 Registration

GENERAL INFORMATION (Please type or print form clearly in its entirety)

Last Name _____ First Name _____ Rank/Grade _____ Gender: ☐ M ☐ F

Agency _____

Home Address _____

City _____ State _____ Zip _____

Office Phone (Comm) _____ Fax _____ E-Mail _____

Nickname (for name badge) _____ Guest Name _____

Employer: ☐ OSD ☐ USA ☐ USN ☐ USMC ☐ USAF ☐ USCG ☐ DFAS ☐ Other DoD Agencies _____

Full ASMC Chapter Name as listed on page 18 (for banquet seating) _____

Special Requirements (please note any special needs due to physical challenges) _____

Special Meals: Vegetarian _____ Diabetic _____ Kosher _____

FEE SCHEDULE (Includes all meals listed under fees for guests.)

Advance Registration must be postmarked by May 10, 1999.

Member \$360 _____

Non-Member \$410 _____

Registration after May 10 \$460 _____

Guest Fee (Includes all continental

breakfasts, all lunches, evening activities
and banquet)

Banquet Only Guest Fee \$55 _____

Total Amount Due \$ _____

PAYMENT METHOD

(Checks supporting 1556 forms must include registrant's name,
agency code/location, and document number.)

☐ My check for _____ is enclosed. (payable to Registration Headquarters)

☐ Form 9 or 1556 (must include check payable to Registration Headquarters)

☐ Credit Card (circle one) AX MC VI DC

Card Number _____

Exp Date _____

Cardholder Signature _____

Do you intend to stay for the banquet Friday night?

☐ YES ☐ NO

SEND REGISTRATION FORM TO:
Registration Headquarters

P.O. Box 51270 / Irvine, CA 92619-2170
or Fax to: (949) 475-1765

ALL FORMS DUE BY MAY 10, 1999

SUBSTITUTION POLICY

After May 10, persons substituting for other individuals will be required to
complete a transfer form upon registration in San Diego. Full payment will be
expected at that time.

CANCELLATION POLICY

Cancellations must be received in writing by May 3, 1999 to obtain a refund.
Refunds will be subject to an administrative charge of \$25.00. Participants who
register and fail to attend will be subject to an administrative charge of \$25.00
and will not receive a refund.

QUESTIONS? Registration Headquarters (949) 475-9965.

WORKSHOP INSTRUCTIONS

Please circle your primary and underline your alternate selection for
workshops on Thursday and Friday. You may select a combination of
workshops and mini-courses. Mini-courses are either two 70 minute
modules (half day) or four 70 minute modules (full day). Please see
workshop and mini-course descriptions on pages 19-28.

Thursday, June 3

0915-1030	2	6	9	13	19	21	23	25	30	34
	37	38	45	47	56	57	60	63	65	69
1045-1200	1	6	9	14	15	22	23	26	30	33
	34	39	43	44	47	50	57	65	72	74
1400-1515	2	6	8	9	10	11	17	25	29	35
	36	40	42	44	45	51	60	62	64	
1530-1645	4	6	7	8	9	11	20	21	26	28
	31	33	37	48	52	56	62	63	68	

Friday, June 4

0915-1030	5	9	11	16	20	21	26	28	31	
	33	37	43	47	55	58	61	66	70	75
1045-1200	1	9	11	14	18	20	22	27	28	
	40	47	48	50	53	54	59	66	67	75
1400-1515	3	7	8	9	10	17	24	27	32	
	34	41	46	49	51	53	58	61	62	73
1530-1645	4	8	9	16	24	31	32	34	41	
	46	49	52	55	59	62	67	71	73	

☐ I will attend the Tuesday Certification Training Session

Signature _____

Date _____

FOR OFFICIAL USE ONLY

Amount rec'd _____ Date _____

Check No. _____

Registration # _____

By _____